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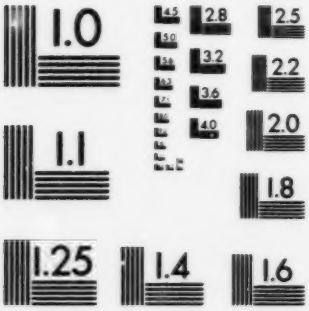

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1983-84 ANNUAL REPORT
OF
THE ALBERTA HEALTH AND SOCIAL SERVICES
DISCIPLINES COMMITTEE

Alberta Health & Social Services Disciplines Committee
c/o Alberta Social Services & Community Health
Seventh Street Plaza
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March 1984

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I. INTRODUCTION

A. History of the Committee

In August 1973, a formal coordinating mechanism between the various departments of the provincial government involved in manpower planning for health and social service personnel was established. This interdepartmental coordinating body was called the Alberta Health Manpower Committee. It consisted of senior officials from the Department of Health and Social Development, Department of Labour and Manpower, Department of Advanced Education, and the Alberta Hospitals Services Commission. The Deputy Minister of the Department of Health and Social Development acted as Chairman of the Alberta Health Manpower Committee.

The reorganization of government departments in 1975-76 necessitated the establishment of a new interdepartmental committee. In August 1976, the Ministers of Social Services and Community Health, Advanced Education and Manpower, and Hospitals and Medical Care established the Alberta Health and Social Services Disciplines Committee. The first meeting of this Committee was held on September 8, 1976.

The present report, which is the seventh annual report of the Alberta Health and Social Services Disciplines Committee, describes the activities of the Committee from April 1, 1983 to March 31, 1984.

B. Roles of the Committee

The Alberta Health and Social Services Disciplines Committee was established:

1. To advise the Ministers and Deputy Ministers of the Departments of Advanced Education, Hospitals and Medical Care, Manpower, and Social Services and Community Health on major human service manpower, training, and related issues; and

2. To coordinate the four departments' policy development, planning, research, and data collection activities for health and social service manpower.

The Committee's formal terms of reference appear in Appendix A on page 13.

C. Membership of the Committee

The Alberta Health and Social Services Disciplines Committee was made up of senior officials from the Departments of Advanced Education, Hospitals and Medical Care, Manpower, and Social Services and Community Health. The Committee was headed by Mr. Elvin A. Christenson, F.C.A., a non-government Chairman appointed by the Ministers of the four departments.

The Committee was served by a Secretariat composed of staff members from the participating departments. The Secretariat provided research support to the Committee. Dr. Raymond Pong from the Department of Social Services and Community Health was the Committee's Executive Secretary.

Mr. D. Ogaranko, Director of Planning Services, was appointed by the Deputy Minister of the Department of Manpower in June 1983 as that department's second representative on the Committee. Dr. Jack Taylor, Director of Health Profession Liaison, Department of Social Services and Community Health, resigned from the Committee in September 1983. He was replaced by Mr. L. Charach, Director of Division Support Branch. Mr. Paul McFadzen of the Department of Social Services and Community Health and Mr. Ian Montgomerie of the Department of Manpower joined the Secretariat of the Committee in April and October, respectively. A list of the members of the Alberta Health and Social Services Disciplines Committee and of the Committee's Secretariat appears in Appendix B on page 14.

Government officials knowledgeable in health, social services, education, legislation, and manpower matters were frequently

invited to attend meetings as observers in order to assist the Committee in its deliberations on various issues on human service manpower.

D. Major Activities of the Committee

The Committee met on the average of once a month during the year. Its major activities included the collection of manpower data on human service occupations in the province, publication of documents for public release, and consideration of various health and social service manpower and training issues. A more detailed description of these activities appears in the following sections.

II. HEALTH AND SOCIAL SERVICE MANPOWER PLANNING

The Alberta Health and Social Services Disciplines Committee carried out two major types of manpower planning activities: general manpower planning and manpower planning concerning specific human service professions and occupations.

In terms of general planning, the Committee kept the government, the human service sector, and the educational sector informed of past trends, present status, and projected future developments of a wide variety of health and social service occupations. This was done through its monitoring, forecasting, and publication activities. As well, the Committee examined manpower and training implications of socioeconomic trends, proposed legislation, and new policies and programs in the health care and social service area.

The Committee also studied specific human service occupations and manpower issues. Some of these issues were brought to the attention of the Committee by professional associations, post-secondary educational institutions, and health and social service organizations. Others were special work requests referred to the Committee by Ministers, Deputy Ministers, and other senior officials of the four participating departments. The major issues dealt with by the Committee in 1983-84 included:

- Implications on human service manpower of the economic, demographic, and labour market trends in Alberta;
- Immigration of health and social service personnel;
- Implications on human service manpower of the "National Training Act";
- Designation of priority occupations under the "National Training Act";
- Health and social service professional legislation and its manpower and training implications;
- Articulation of educational programs and career laddering;

- Western Canada Health Manpower Training Study;
- Physician manpower;
- Mental deficiency nurses;
- Combined laboratory and X-ray technicians; and
- Registered nursing assistants.

III. MANPOWER DATA COLLECTION AND DISSEMINATION

In order to obtain base-line information for manpower planning purposes, a number of major data collection activities were undertaken by the participating departments under the auspices of the Alberta Health and Social Services Disciplines Committee. These included annual surveys of provincial employers, professional associations, registration boards, and health and social service training programs in post-secondary educational institutions. These surveys were designed to monitor manpower supply and demand situations in the health care and social service sector and to provide up-to-date and reliable data for human service manpower planning and research.

A. Survey of Professional Associations and Registration Boards

Manpower information and data were collected by the Department of Social Services and Community Health on behalf of the Committee on 61 health and social service professions and occupations on December 31, 1983 by means of a survey of professional associations and registration boards.

The purpose of this survey was to obtain data on health and social service manpower supply. Information was requested from each professional association or registration board surveyed on the number of registered members, the number of persons joining and leaving the organization in the previous year, sources of new members, the geographic distribution of members, and the availability of continuing education programs. Nearly all professional associations and registration boards surveyed responded and provided useful manpower information.

B. Surveys of Employers of Health and Social Service Personnel

In 1979, the Department of Social Services and Community Health began surveying employers of health and social service personnel in Alberta on a regular basis on behalf of the Committee. The surveys

were designed to collect province-wide information on the current number of practicing health and social service personnel in Alberta and the current vacancy and turnover situations. The main objectives of these surveys were three-fold:

1. To regularly monitor the current supply and demand situations for health and social service personnel in the province;

2. To provide employers and the provincial government with an "early warning" system for discovering manpower shortages, high turnovers of personnel, and problems of geographic maldistribution; and

3. To provide information to enable Alberta to gear its health and social service educational programs to produce an adequate number of personnel with appropriate training.

Two surveys of employers were successfully completed in 1983-84. The Department of Hospitals and Medical Care conducted a survey on general hospitals, auxiliary hospitals, and nursing homes on March 31, 1983. Manpower information was collected on hospital and nursing home personnel.

On September 30, 1983, the Department of Social Services and Community Health, with assistance from the Department of Advanced Education, conducted a comprehensive survey on behalf of the Committee. Over 3,800 employers of health and social service personnel in the province were contacted. With a response rate of over 99 percent, the survey obtained manpower data on 72 health and social service occupations.

C. Survey of Health and Social Service Training Programs

On behalf of the Committee, the Health and Social Service Programs Branch of the Department of Advanced Education conducted an annual survey of health and social service training programs in post-secondary educational institutions in Alberta. As training programs are a major source of supply of health and social service personnel, the purpose of this survey is to obtain information on potential manpower supply. The survey was designed to obtain data

on the number of applicants, first year enrolment quotas, actual enrolments, and the number of graduates produced by the training programs.

D. Health and Social Service Manpower Indicators

The Committee introduced in 1982 the use of manpower indicators in an effort to enhance its capability to monitor health and social service manpower trends and to provide timely indications of changes in labour market conditions. Health and social service manpower indicators were produced on a semi-annual basis in 1983-84 by the Department of Social Services and Community Health on behalf of the Committee, using administrative data, published statistics, and other sources of information.

E. Nursing Manpower Model

The Health and Social Service Programs Branch of the Department of Advanced Education maintained the Nursing Manpower Model on behalf of the Alberta Health and Social Services Disciplines Committee. The Nursing Manpower Model is a computer program that can provide nursing manpower projections based on different assumptions and data inputs.

F. Publications and Manpower Information Dissemination

The data and information collected were used by the Alberta Health and Social Services Disciplines Committee for its manpower planning and research work as well as by other government departments, non-governmental agencies, educational institutions, and professional associations. Information was disseminated mainly through publications and reports that are distributed to many organizations and agencies and made available to the general public. Besides its annual report, the Committee publishes three documents on a regular basis: summary reports of surveys of employers of health and social service personnel, Health and Social Service Manpower in

Alberta, and Alberta Health and Social Service Training Program Inventory.

In March 1984, the Committee released the results of its tenth survey of employers, which was conducted on September 30, 1983. The "September 30, 1983 Survey of Employers of Health and Social Service Personnel in Alberta," published by the Department of Social Services and Community Health on behalf of the Committee, contained manpower information on the number of full-time equivalent positions in health care and social service institutions and agencies, vacancy rates, and turnover rates for 69 occupations.

In September 1983, a report entitled Health and Social Service Manpower in Alberta, 1982 was published by the Department of Social Services and Community Health on behalf of the Committee. This report, the fifth in a series, provided basic manpower information and statistical data on 35 health and social service occupational groups. The manpower information contained in this publication was obtained from the survey of employers, the survey of professional associations and registration boards, and the survey of health and social service training programs in post-secondary educational institutions.

In December 1983, the Health and Social Service Programs Branch of the Department of Advanced Education published, on behalf of the Committee, a report entitled Alberta Health and Social Service Training Program Inventory, 1982-83. This report contained information on where human service training programs were located in the province, length of training programs, number of applicants, first-year enrolment quotas, number of students enrolled, and number of graduates.

G. Information Requests

As awareness of the Committee's work grows, the number of requests for publications and human service manpower information has increased significantly. In 1983-84, the Executive Secretary of the Alberta Health and Social Services Disciplines Committee received over 150 information requests from Alberta government departments, government departments in other provinces, educational institutions, professional associations, the media, and the public at large.

IV. LIAISON ACTIVITIES OF THE COMMITTEE

The work of the Alberta Health and Social Services Disciplines Committee impinges on and is affected by the work of other provincial government bodies. In order to ensure consistency of policy decisions and actions, the Committee strived to maintain close relationships with other governmental bodies such as the Alberta Manpower Committee and the Health Occupations Board. This was done by means of interlocking membership and the appointment of observers to the Committee. In addition, officials knowledgeable in matters relating to health and social service manpower were often invited to attend meetings of the Committee to share information and exchange views.

In order to keep abreast of developments and manpower planning activities in other parts of the country, three members of the Committee's Secretariat (Mrs. Vivien Lai, Mr. William Novasky, and Dr. Raymond Pong) maintained close contacts with their counterparts in other provinces and territories through their membership on two inter-provincial committees, the Federal-Provincial Advisory Committee on Health Manpower and the Western Canada Post-Secondary Health Manpower Requirements Subcommittee. The former reports to the Conference of Deputy Ministers of Health; the latter is a subcommittee to the Western Canada Post-Secondary Coordinating Committee.

The Federal-Provincial Advisory Committee on Health Manpower met twice and the Western Canada Post-Secondary Health Manpower Requirements Subcommittee met once in 1983-84. The major topics dealt with by these two committees in 1983-84 included:

- Community health physicians;
- Immigration and emigration of health and social service personnel;
- Nursing manpower and education;
- Dental manpower;
- Physician manpower and education;
- Physiotherapy manpower;

- Western Canada Health Manpower Training Study;
- Foot care manpower;
- Occupational therapy manpower;
- Accreditation of health and social service training programs;
- Teachers of the visually impaired; and
- Health and social service professional legislation.

APPENDIX A

TERMS OF REFERENCE OF THE ALBERTA HEALTH AND SOCIAL SERVICES DISCIPLINES COMMITTEE

1. In conjunction with appropriate agencies, develop on an ongoing basis inventories on:

   i. Health and social services disciplines training programs;

   ii. Health and social services disciplines supply and distribution.

2. Review pertinent studies, data and executive decisions from other jurisdictions on the training and supply of health and social service manpower.

3. Review short and long range plans from appropriate agencies for:

   i. Health and social services disciplines training programs;

   ii. Health and social services disciplines supply and distribution.

4. Review alternative requirements to meet the needs for the development of health and social services in the future.

5. Define areas of particular concern in the training and/or supply and/or distribution of health and social services personnel and recommend ways of resolving these concerns.

6. Advise from time to time on request the need for in-depth studies in particular areas of manpower training and supply.

7. Undertake such other related activities as may be required.

8. Submit an annual report on the activities of the Committee.

APPENDIX B

MEMBERSHIP OF THE
ALBERTA HEALTH AND SOCIAL SERVICES DISCIPLINES COMMITTEE
(as of March 31, 1984)

Members of the Committee

Mr. Elvin A. Christenson, F.C.A., Chairman, Alberta Health and Social Services Disciplines Committee

Mr. Marcel Arcand, Executive Project Manager, Social Services Division, Alberta Social Services and Community Health

Mr. Gordon Armstrong, Executive Secretary, Alberta Manpower Committee, Alberta Manpower

Dr. D.E. Berghofer, Assistant Deputy Minister, Program Services Division, Alberta Advanced Education

Mr. Larry Charach, Director, Division Support Branch, Alberta Social Services and Community Health

Dr. A.V. Follett, Senior Medical Consultant, Alberta Hospitals and Medical Care

Mr. D.J. Junk, Assistant Deputy Minister, Policy Development Division, Alberta Hospitals and Medical Care

Mr. Don Ogaranko, Director of Planning Services, Planning Secretariat, Alberta Manpower

Members of the Secretariat

Dr. Raymond W. Pong, Executive Secretary, Alberta Health and Social Services Disciplines Committee; Director of Manpower Planning, Planning Secretariat, Alberta Social Services and Community Health

Mr. Edward Bruce, Senior Program Consultant, Health and Social Service Programs Branch, Alberta Advanced Education

Ms. Janet Davidson, Manpower Planning Consultant, Research and Strategic Planning Branch, Alberta Hospitals and Medical Care

Mrs. Vivien Lai, Director, Research and Strategic Planning Branch, Alberta Hospitals and Medical Care

Mr. Paul McFadzen, Research Officer, Planning Secretariat, Alberta Social Services and Community Health

Mr. Ian Montgomerie, Research Officer, Planning Secretariat, Alberta Manpower

Mr. William E. Novasky, Director, Health and Social Service Programs Branch, Alberta Advanced Education

Observer

Mr. Dennis Gartner, Registrar, Health Occupations Board, Professions and Occupations